

**DETERMINATION AND FINDINGS FOR
A SOLE SOURCE CONTRACT**

AGENCY: Child and Family Services Agency
CONTRACT NO.: DCRL-2014-C-0135
CAPTION: Short Term Childcare Services
CONTRACTOR: Care.com

FINDINGS

1. AUTHORIZATION:

DC Official Code § 2-354.04, 27 DCMR 1304 and 1700 and 1702

2. MINIMUM NEED:

The Government of the District of Columbia, Child and Family Services Agency (CFSA) has an immediate need to continue services beyond the base year. The period of performance shall be September 2, 2015 to September 1, 2016 to provide short term childcare services and manage the immediate or emergency short term childcare services for families involved with CFSA living in the District of Columbia (DC), Maryland (MD) or Tri-State area.

3. ESTIMATED FAIR AND REASONABLE COST:

\$160,000.00

4. FACTS WHICH JUSTIFY A CONTRACT MODIFICATION:

- a. Care.com (Contractor) has partnered with the District of Columbia Child and Family Services Agency (CFSA) over the last year to provide emergency childcare services. The Contractor has demonstrated the capacity to establish childcare for children with special needs including emotional, behavioral, developmental and physical needs of our children. The Contractor has participated in CFSA identified training, reporting and program evaluation efforts.
- b. This procurement was initially solicited with Care.com being the only qualified and certified vendor to respond. The Contractor created a mechanism for continuous quality improvement, including a review of findings from the client satisfaction survey and feedback from CFSA to make changes to services provided, reporting mechanism or invoice processes.
- c. The contractor listed above, Care.com is a renowned and reputable company with employees certified and clearance equipped through numerous of background checks including but not limited to: National Criminal Database, Child Abuse Clearance National Sex Offender Registry National, State/County Criminal Records Check, and Warrants.
- d. CRC personnel will need to be granted remote FACES access to complete this case reading. CRC team will write a memo detailing strengths and challenges of CFSA use of the new caregiver strengths and barriers assessment.

- e. The contractor also provides CFSA with a website to receive requests and track services. The staff provides excellent care, meets professional standards, background checks and early childhood accreditation.
- f. The Contractor's work activities shall be completed prior to the expiration dates of September 1, 2016 for option year one (1). The Contractor has offered these services for a period of one year and accordingly, has developed a level of expertise.
- g. The Contractor is the only source that can meet the minimum need of the District by providing continuing services to the children currently obtaining emergency childcare services. The clearance process takes a minimum of sixty (60) days, consequently no other contractor can mobilize in time to continue the services by September 2, 2015. Failure to do so would negatively impact the District's ability to deliver critical emergency childcare services for families involved clinical residential treatment services.

5. CERTIFICATION BY AGENCY HEAD:

I hereby certify that the above findings are true, correct and complete.

Date

Raymond Davidson
Agency Director

CERTIFICATION BY CONTRACTING OFFICER

6. I have reviewed the above findings and certify that they are sufficient to justify the use of the sole source method of procurement under the cited authority. I certify that the notice of intent to award a sole source contract was published in accordance with 27 DCMR 1304 and no response was received.

Date

Tara Sigamoni
Agency Chief Contracting Officer

DETERMINATION

Based on the above findings and in accordance with the cited authority, I hereby determine that it is not feasible or practical to invoke the competitive bidding process under either Section 402 or 403 of the District of Columbia Procurement Practice Reform Act of 2010 (D.C. Law 18-371; D.C. Official Code §2-354.02 or 2-354.03). Accordingly, I determine that the District is justified in using the sole source method of procurement.

Date

Tara Sigamoni
Agency Chief Contracting Officer